

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS  
REGULAR BOARD MEETING MINUTES  
October 7, 2011

A regular meeting of the Kentucky Board of Certification of Alcohol and Drug Counselors was conducted on Friday, October 7, 2011 at the Office of Occupations & Professions, 911 Leawood Drive, Frankfort, Kentucky 40601

**Members Present**

Terry Reams, Chairman  
Todd F. Trumbore, Vice Chairman  
Ted Godlaski  
Patrick Whelan  
Tayna Fogle

**Occupations and Professions**

Karen Lockett, Board Administrator  
Jeremy Horton, Deputy Executive Director

**Members Absent**

Kenneth Hemphill  
Geoffrey Wilson

**Others in Attendance**

Angela Evans – Board Counsel  
Mac Bell – CADIC Investigator  
Jane Oliver – Behavioral Health

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Mr. Reams, Chair called the meeting to order at 10:16 a.m.

**Minutes**

Mr. Whelan made a motion to accept the September 2, 2011 minutes. Mr. Trumbore seconded the motion. Motion carried.

**Financial Statement**

Mr. Godlaski made a motion to accept the financial statements as submitted. Ms. Fogle seconded the motion. Motion carried.

**O&P Update**

Mr. Horton spoke on the Memorandum from Ms. Shannon L. Tivitt to Mac Bell, Board Investigator regarding FY 12 Contract with Kentucky Board of Certification of Alcohol and Drug Counselors. The memorandum stated that in order to process the renewal contract the FY11 contract was modified to include a new end date of June 30, 2012 and the voluntary reduction as well. The total amount for the FY 12 contract is \$7,152.50. Ms. Tivitt stated that the overall contract total order amount of \$14,602.50 includes both FY 11 and FY 12 figures. No actions were taken.

Mr. Horton discussed the Memorandum from Ms. Shannon L. Tivitt regarding the Use of Labor Cabinets Office of Inspector General (OIG). Ms. Tivitt stated that Management has discovered that O&P has presently committed the services of the Labor Cabinet's Office of Inspector General (OIG) to various boards. The OIG was created to serve the Public Protection, energy and Environment, and Labor Cabinets. Because the boards serviced by O&P are a part of the General Government Cabinet and not attached to any one of these cabinets, O&P does not have the authority to commit or provide the services of OIG outside of the cabinets. Lacking authority, O&P will not be able to continue to offer the services of OIG through its present MOA with the boards it serves nor will OIG be able to independently provide investigative services to any boards.

**Old Business**

**New Business**

The Board discussed sending out CEU Sponsorship approval letters when needed. Stating that according to 201 KAR 35:040 section 6 approved sponsor of continuing education shall be allowed to advertise the program as preapproved to meet the continuing education requirements for certification renewal. An approval shall be for one (1) year from date of approval unless substantial course changes occur. For purposes of this section, a substantial course change shall be a change in the curriculum in excess of twenty (20) percent. Mr. Whelan made a motion to send the CEU Sponsorship approval letter to those are approved by the board. Mr. Godlaski seconded the motion. Motion carried.

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**Minutes**  
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The Board received a request from Ms. Isela Arras stating that she would like a letter stating that she would like an Approved Sponsorship letter. Mr. Godlaski made a motion to send Ms. Arras a letter stating that Kentucky Department of Domestic Violence has been approved to be a Sponsor. Mr. Whelan seconded the motion. Motion carried.

**Task Force Group**

The Task Force Group met on October 7, 2011. Mr. Reams asked members of the CADC board to attend if possible the Task Force Group for discussions.

**Complaint Committee**

Complaint #0901 - Ongoing  
Complaint #1003 - Ongoing  
Complaint #1004 - Ongoing  
Complaint #1101 - Ongoing  
Complaint #1105 - Ongoing

Mr. Trumbore made a motion for Angela Evans, Board Counsel to send a letter to Mr. Bentley stating that the board discussed correspondence from his supervisor, Ms. Bonyata requesting to be relieved as his supervisor due to his lack of cooperation in keeping appointments and making sufficient payment and that he has fourteen (14) days from receipt of his letter to comply with the terms of his probation. Mr. Whelan seconded the motion. Motion carried.

**Board Counsel - No Report**

**Application Review**

Mr. Godlaski made a motion to accept the recommendations on all applications.

- Kathy Combs - Deferred
- Lisa Combs - Deferred
- Terri L. Dickerson - Approved
- Tara J. Estes - Deferred
- Dorothy Floyd - Deferred
- David Howard - Deferred
- Cynthia Huffman - Deferred
- Lockie C. Inlow - Deferred
- Abbe Johnson - Deferred
- Page Keeton - Deferred
- Cindy L. Kerns - Deferred
- Vonda K. Napier - Deferred
- Misty D. May - Deferred
- Janet P. Pelfrey - Deferred
- Bernard M. Plumlee III - Deferred
- Christopher Raley - Deferred
- Norma A. Singleton - Deferred
- Sarah Smith - Deferred
- Kimberly Snapp - Approved
- Samantha Sowders - Deferred
- Rosemary Sweeney - Deferred
- Angela M. Turner - Approved
- Latoya B. Vaughn - Deferred

Mr. Whelan seconded the motion. Motion carried.

Mr. Godlaski made a motion to modify the columns for supervision time and dates on section 4 for consistency. Mr. Whelan seconded the motion. Motion carried.

**Audit Application Review**

Mr. Godlaski made a motion to accept the **audit** applications as specified below.

- Marissa S. Hubert – Approved
- Phillip Latham – Approved
- Georgette Marlow - Approved

Ms. Fogle seconded the motion. Motion carried.

### **Continuing Education**

Mr. Godlaski made a motion to accept the continuing education applications as specified below.

- Cumberland River Comp Care Ctr – Illegal Drugs & Assoc Behavior: The community effect – Approved for 6.0 hours
- Kentucky Domestic Violence Assoc – 13<sup>th</sup> Annual Ending sexual assault and domestic violence conference – Approved for 62.5 hours
- Operation Unite – KY Medical communities – Approved for 6.0 hours
- Pennyroyal Center – The Stories Workshop – Approved for 6.0 hours
- The Ridge Behavioral Health System – Dialectical Behavioral Therapy: Utilizing Principles of dialectical Behavioral Therapy for Intervention and Treatment - Approved for 3.0 hours
- The Ridge Behavioral Health System – Staying Alive Kentucky 2011: The Drama of it all: The Teenage years - Approved for 8.0 hours

Mr. Trumbore seconded the motion. Motion carried.

### **Travel**

Mr. Godlaski made a motion to approve payment of travel and per diem expenses for eligible members.

Mr. Whelan seconded the motion. Motion carried.

### **Next Meeting**

Regular Board Meeting – November 4, 2011@ 10:00 p.m.

### **ADJOURNMENT** - 11:20 a.m.

Mr. Godlaski made a motion to adjourn. Mr. Trumbore seconded the motion. Motion carried